Dunklin R-5 School District
Guidance for
Alternative Methods of Instruction (AMI)



Board Approved June 2026

Why does this document exist?

In an effort to set standards for online learning as well as to be prepared in the event of any future long term closures of the district or individual building the Dunklin R-5 School District is creating a contingency plan for learning to continue through Alternative Methods of Instruction (AMI).

So what will happen if we experience another school closure?

Should Dunklin R-5 School District determine the need to close the district or specific schools, district certified staff will implement what is called Alternative Methods of Instruction (AMI). Our instruction, monitoring, and assignment completion will shift to online for the defined period of time.

If circumstances affect the school district and school is closed for an extended period, this document will provide guidance to teachers during the closure. Students will be able to access assignments via the internet or other specially-prepared learning materials. This alternative will help parents, guardians, and school employees continue the academic progress of students. The technology we already have in place and provided by the school system will enhance teachers' abilities to communicate with students while being away from the school structure.

How will we know we are moving to AMI?

In the event of a closure, all district staff will receive an email from their respective district personnel and/or principal. Additional information regarding the AMI Days can be found on the Dunklin R-5 District website and social media.

Does my attendance matter during AMI?

Staff attendance matters and counts during an AMI day as learning will continue.

Reporting absences during AMI

- If you are unable to work virtually or on-site, please report your absence on Absence Management as you would for an absence during an in seat school day.
- Any employee on FMLA will not be allowed to work remotely unless a doctor’s note is provided to the Human Resource Office stating you are released to work.
- If you have been previously approved for leave or vacation, you may still use it but please check with your supervisor prior to being off so arrangements can be made to cover classroom responsibilities.

If Teachers Work From Home/School During AMI Expectations

- Teachers will be available to administrators and parents during their workday.
- Teachers will be available for virtual calls/meetings during their workday.
- Emails from students, parents, and staff should be replied to within a 24 hour timeframe during normal working days and hours.
- Teachers are expected to work on lesson plans and grading while AMI is in effect.
- Collaborate with colleagues to share ideas and actively support others.
- Teachers are expected to implement the district approved curriculum via virtual delivery during a closure.
- Lesson Plans will be available upon request during AMI.
- Staff will be asked to participate in training and professional development or PLC time during their workday while on AMI.

Communication Expectations during AMI

Office Hours:

- Teachers/Therapists are expected to have “office hours” for a minimum of one hour based on availability during normal working hours. You will set and communicate your “office hours” to your building principals, students, and parents.
- Paraprofessionals are expected to be available a minimum of one hour based on availability during normal working hours. You will set and communicate your schedule to your building principals, and cooperating teacher.
- Virtual office hours are for students to request a virtual meeting or phone call for specific help.
- Utilize district-wide communication tools to communicate with parents, families, and students.
- Google Classroom will be the main method of communication for all staff.

Grading and Feedback Expectations during AMI

Teachers are expected to enter grades into Infinite Campus on a weekly basis

- During times of AMI, grades will not be hold-harmless; student grades will matter.
- Teachers will provide feedback to students on their assignments and progress during AMI.
- Teachers will communicate with students on what assignments will be added to *Infinite Campus* during a closure.
- When using paper copies of work, have parents take pictures of the work when something can not be submitted digitally. Feedback can still be given on the photos.
- Formal assessments will be given at the teacher’s discretion, however, circumstances beyond the students control need to be advocated to the teacher and will be worked through on an individual basis.

Special Education staff

- Individual IEP providers will be responsible for collecting data on IEP goals

Google Meet Expectations during AMI

Teachers will hold Google Meets with their students when it best fits the learning goals. These Google Meets can be presented in both small and whole group delivery depending on instructional and social emotional needs of students and/or your classroom culture. Teachers should develop and communicate Google Meet norms and expectations with their students and families. These should be discussed and practiced in the classroom and throughout AMI.

Social Emotional Learning Expectations during AMI

Developing a safe and welcoming classroom helps all students feel valued. Transition into AMI should have the same feeling. It will be important for teachers to address SEL with students in a virtual classroom. Teachers can do this by but not limited to:

Virtual greetings and morning meetings

Stating class virtual mission statement

Virtual expectations

Virtual goal reviews

Virtual celebrations

Virtual questions of the day

If teachers are concerned about a student's health and wellness it is important to reach out to the following resources; Building Administrator, Counselor, Social Worker, SRO

Remember, all staff are mandated reporters even during AMI.

Individualized Education Plan and/or a 504 plan

In the event of another school closure, the Dunklin R-5 School District assures that the instructional plan for AMI days for students with disabilities is documented in each individual student's individualized education program (IEP) according to Implementation guidance for alternative methods of instruction (AMI) days for students with disabilities the Specialized instruction will be provided as stated in each IEP/504 according to State and Federal regulations. Case managers will be in contact with individual families to support student learning. ALL staff will be required to meet the guidelines of the IEP as services are defined in Form G and the Present Level. Case managers will be the main point of contact for the families. If you have any questions, please contact Mr. Tom Moreland Director of Student Services and Federal Programs..